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## ORDER FOR SUPPLIES OR SERVICES **SCHEDULE - CONTINUATION**

PAGE NO

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	14 EP-W-14-020				0014		
ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	·	AMOUNT	QUANTITY ACCEPTED
	TOPO: Nigholas Washes Mars R	(c)	(d)	(e)		(1)	(9)
	TOPO: Nicholas Weekes Max Expire Date:  03/31/2016 Admin Office:  HPOD  US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Accounting Info: 13-14-B-H2H-ZZZHF8-2505-H2HCOLL-14H2AHE029-(01 BFY: 13 EFY: 14 Fund: B Budget Org: H2H Program (PRC): ZZZHF8 Budget (BOC): 2505 Cost: H2HCOLL DCN - Line ID: 14H2AHE029-001 Period of Performance: 07/17/2014 to 03/31/2016 Split funded: \$15,000 EPM, \$10,000 SF						
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0001	Task Order Funding					3,000.00	
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ľ	The obligated amount of award: \$3,000.00. The total for this award is shown in box 17(i).						
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# TASK ORDER # CONTRACT # EP-W-14-020

TITLE: My Workplace

ABSTRACT: This task order will provide facilitation and plan development services for the My Workplace initiative. It will be funded through the Office of Environmental Information and is a non-agreement seeking project.

#### I. BACKGROUND

Since the summer of 2012, the Agency has embarked on a My Workplace initiative which aims to foster a working environment that promotes increased collaboration, namely My Workplace. My Workplace, powered by Microsoft Office 365, enriches our work environment, improves collaboration and promotes mobility. It addresses EPA staff's most common needs:

- Work in Teams: Track tasks and collaborate on documents and projects.
- Find Knowledge: Share and find information across EPA offices and locations.
- Work Remotely: Access the tool suite anytime and anyplace.

Microsoft Office 365 provides secure access to email and calendars, file sharing, instant messaging, conferencing and Microsoft Office Web Apps. These capabilities are offered through a few primary tools: Outlook, Lync, SharePoint 2013 and Office Web Apps.

The Office of Information Analysis and Access (OIAA) is located in EPA's Office of Environmental Information. OIAA seeks to continuously enhance the public's access to quality environmental data and information. It provides the infrastructure and policies to ensure that EPA has a solid framework for information use and dissemination. OIAA's goal is to provide better analysis and access to environmental information so the American public is empowered to make better decisions about protecting human health and the environment.

#### II. SCOPE OF WORK

Under this task order, the contractor shall provide support for the activities included for each of the Policy and Program Management Branch (PPMB) of the Information Access Division (IAD) of the Office of Information Analysis and Access (OIAA), in the Office of Environmental Information (OEI).

#### 1. Work Plan

a. The contractor shall submit a work plan to the Contracting Officer (CO), Project Officer (PO) and Task Order Project Officer (TOCOR) in accordance with the requirements of this contract.

- b. The contractor shall be responsible for oversight of deliverables under this task order and shall be responsible for transmission of reports and invoices as required by the contract.
- c. Monthly status reports will only be required in months during which activities of the subcontractor or prime contractor occurred.
- d. The contractor shall document the procedures for substitution of labor categories over the life of the task order in the workplan.

#### 2. Task 1 Facilitation

- a. The contractor shall select a dispute resolution professional to act as convener/facilitator for this project in consultation with the Project Officer (PO) and Task Order Project Officer (TOCOR). The appropriate service provider for this project will have the following experience, education, expertise, skills, abilities or geographic availability:
  - 1) Familiarity with EPA administration, 2) experienced facilitator 3) local to DC area a plus.
- b. The contractor shall provide facilitation support for the My Workplace implementation and user adoption. The function of My Workplace is support the Agency's support the Agency's collaboration and needs through new email and collaboration systems. The My Workplace group comprises:

My Workplace SharePoint Implementation (Approximately 40 members)

My Workplace Advisory Groups (Approximately 60 members)

My Workplace Power User Representatives (Approximately 575 members)

- C. The contractor shall provide detailed, quality minutes for each of the My Workplace meetings. The contractor shall facilitate the meeting as requested by the TOCOR and ATOCOR. When the meetings occur by phone, the minutes may be taken by phone. If the membership gathers at a primary location, then the minutes shall be taken at that location. Upon receipt and incorporation of TOCOR and ATOCOR comments, the contractor shall distribute the final minutes to the PO, TOCOR and ATOCOR, meeting members and other participants. The contractor may place the agenda on a website or a document repository, as directed by TOCOR and ATOCOR.
- 3. The contractor shall meet with the EPA TOCOR and ATOCOR to discuss substantive, procedural and process design issues related to the activities of the My Workplace and its support of <a href="http://workplace.epa.gov">http://workplace.epa.gov</a>.
- 4. Contractor shall provide verbal reports monthly or as needed to the TOCOR and ATOCOR on the general progress of contacts with potential parties.

- 5. The TOCOR and ATOCOR expect to have up to 10 of meetings in Washington DC and in RTP, AAships and regional offices. The facilitator shall facilitate meetings and assist participants in articulating their interests, identifying areas of agreement, and developing consensus solutions to the problems that divide them. As facilitator, s/he shall keep the parties talking, listening, and moving as much as possible towards the goal of the process. THE FACILITATOR SHALL NOT TAKE A POSITION ON THE MERITS NOR RECOMMEND TO THE PARTIES WHAT THE SUBSTANTIVE RESOLUTION OF AN ISSUE SHOULD BE.
- 6. The contractor shall provide a draft agenda to the TOCOR and ATOCOR for each meeting. The contractor may consult with EPA and all other appropriate parties in drafting an agenda. Upon receipt and incorporation of TOCOR and ATOCOR comments, the contractor shall distribute the final agenda to the TOCOR and ATOCOR, meeting members and other participants. The contractor may place the agenda on a website or a document repository, as directed by TOCOR and ATOCOR.
- 7. The contractor shall communicate as necessary in person, by phone, or in writing, with meeting members and other participants between meetings to ensure that issues and concerns have been communicated accurately and that meeting members are adequately prepared for the next meeting. The contractor shall keep confidential that information which parties specify as confidential.
- 8. The facilitator shall provide draft meeting summaries to the TOCOR and ATOCOR, meeting members, and other participants. Upon receipt and incorporation of comments, the facilitator shall distribute final meeting summaries to TOCOR and ATOCOR meeting participants and other interested parties. The contractor may also post the summary to a website or place it in a document repository.

## 9. Task 2 – SharePoint Online 2013 Meeting Support

The contractor shall provide support to OIAA in managing by providing meeting support and facilitation for My Workplace SharePoint Online 2013 implementation and roll out. This support shall include, but is not limited to:

- a. Meeting facilitation and note-taking related to meetings with project teams participating in the pilots, as requested by the TOCOR. The contractor shall help facilitate meetings with early adopters entering into the new system. The topics of the meetings will include, but not be limited to:
  - i. Reviewing goals, timeline, and format for My Workplace,
  - ii. Identifying success factors for increasing adoption for SharePoint Online for each of participants,
  - iii. Reviewing best practices for utilizing SharePoint online and FQs
  - iv. Reviewing evaluation results and feedback.

- b. Communications support, including development of FQs, Power User Representative Communications, Advisory Group meeting notes and summaries, and a My Workplace Project Summary Report at the close of the project.
- c. Communications plan development support:
  - Communications Plan Development: The contractor shall develop a detailed communications plan. This multi-faceted plan shall be developed to fulfill the objectives referenced in item 2 above.
  - Communications Plan O&M: This task shall involve the following activities, given that the communication's plan will be a living document: 1) Plan update; 2) Track and manage all planned and executive communications plan; 3) Gather feedback from key stakeholders and update the plan, per activity 1 as necessary, especially before each major phase of the projects
  - ➤ Communication Product Development: The contractor shall develop various communication products to include, 1 pagers, flyers, tri-folds, information posters, knowledge articles, but not limited to: intranet content, Frequent Questions (FQs) Development and Management
  - Meeting Facilitation for meetings with TOCOR and EPA staff to plan, guide and manage the Communications Plan.

## 10 Task 3 Final Report

- a. The facilitator shall furnish a draft final report of the effort to the TOCOR and ATOCOR. The contents shall include:
- (a) A one page or shorter description of the project that describes the nature of the project, the parties, the process and the outcomes.
- (b) Final meeting summaries with relevant and necessary attachments, including lists of participants;
- (c) A short process evaluation by the facilitator summarizing procedural lessons learned and recommendation for improvements.

The TOCOR and ATOCOR will review the draft final report and provide comments and revisions as necessary. The contractor shall prepare the final report incorporating their comments and revisions. The contractor shall provide 1 copy of the final report to the Project Officer and 1 copy to the Task Order Project Officer. The final report may be transmitted in electronic form (Microsoft Word) rather than in hard copy if the Task Order Project Officer agrees.

#### III. WORK APPROACH

## A. ADR and Public Participation Best Practices:

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.
- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

#### B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict
   Resolution:
   (<a href="http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsofConductforMediatorsfinal05(1)(1).pdf">http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsofConductforMediatorsfinal05(1)(1).pdf</a>)
- the International Association of Facilitators: (<a href="http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx">http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx</a>)
- the International Association for Public Participation: (<a href="http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8">http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8</a>)

#### C. Confidentiality

The contractor shall perform in accordance with generally acceptable norms and ethical procedures of the mediation profession. Information provided to the ADR professional by any of the parties, communications between parties and the ADR professional, and notes and dispute resolution work product generated by the ADR professional during work pursuant to this TO shall be maintained as confidential by the ADR professional pursuant to the provisions

of the ADR Act of 1996 (Public Law 104-320; 5 USC 571 et al) and applicable federal, state and judicial requirements.

## D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.

## E. Task Order Qualifications:

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not have tasks to develop environmental data or surveys. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product

Development and Approval found at HTTP://www.epa.gov/productreview/guide/index.html.

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

#### F. Status Notifications:

THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS. The Contractor shall also notify the TOCOR when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

#### IV. REPORTS AND DELIVERABLES

The contractor shall provide EPA all reports in accordance with the contract.

The contractor shall provide a workplan within the schedule provided in the contract and set out below.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the PO and the TOCOR listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided in draft form. Upon receipt of comment from the EPA PO and TOCOR, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

#### Schedule

	Task	<b>Due Dates</b>	Type	Support Level
1	Workplan	10 days from t. o. issuance	Deliverable	
2.	Review of Frequent Questions	Monthly, beginning in September	Transmittal	Communication. Spec. Level 1
3.	Review of Web Content	Monthly, beginning in September	Transmittal	Communication. Spec. Level 1
4.	Create/review reference guides	As needed	Deliverable	Communication. Spec. Level 1
5.	Create/review factsheet	One month before SharePoint Launch	Deliverable	Communication. Spec. Level 1
6.	Attend communications meetings	l hour weekly	Transmittal	Communication. Spec. Level 1
7.	Create flyer	Three weeks before SharePoint Launch	Deliverable	Communication. Spec. Level 1
8.	Create/review mass mailers	As needed	Deliverable	Communication. Spec. Level 1
9.	Provide statistics on views of frequent questions	Weekly	Deliverable	Communication. Spec. Level 1
10.	Provide statistics on views of web content	Weekly	Deliverable	Communication. Spec. Level 1
11.	Draft Final Report	2 weeks after close of TO	Transmittal	Communication. Spec. Level 1

1	2.	Final Report	1 week after	Deliverable	
			receipt of		Communication.
L			comments		Spec. Level 1

### V. EPA CONTACTS

Project Officer:

Terry Fenton

Conflict Prevention and Resolution Center (MC-2388A)

**Environmental Protection Agency** 

1200 Pennsylvania Avenue, N.W.

Washington, DC 20460

Phone: (202) 564-2090

Fax: (202) 501-1715

fenton.terry@epa.gov

## Task Order Project Officer:

Nicholas Weekes Office of Information Analysis and Access

1200 Pennsylvania Ave., N.W. (MC 2843 T) Washington, DC 20460

Phone: (202) 566-0542

Fax: (202) 566-0669

Weekes.nicholas@epa.gov

## Alternate Task Order Project Officer:

Andy Prugar Program Analyst Information Access Division Office of Information Analysis and Access Office of Environmental Information 5130R EPA West **Environmental Protection Agency** prugar.andrew@epa.gov 202-566-0558

## VI. PERIOD OF PERFORMANCE

The period of performance of this task order shall be until March 31, 2016, unless modified.

AMENDMENT OF SOLICITATION/MODIFIC	ATION OF C	ONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES	
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8. NAME AND ADDRESS OF CONTRACTOR (No., street	, county, State and	ZIP Code)	(x)	9A. AMENDMENT OF SOLICITATION NO.			
SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033			×	9B. DATED (SEE ITEM 11)  10A. MODIFICATION OF CONTRACT/ORDER N EP-W-14-020 0014	10.		
				10B. DATED (SEE ITEM 13)			
CODE 097779698	FACILITY COL	DE		07/17/2014			
	11. THIS ITE	M ONLY APPLIES TO A	MEN	IDMENTS OF SOLICITATIONS			
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D. OTHER (Specify type of modification  X FAR 52.232-22	and authority)						
E. IMPORTANT: Contractor [is not,	x is required t	o sign this document and	retu	urn1 copies to the issuin	g office.		
14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: 097779698  The purpose of this modifica the Contractor on 7-29 and a this modification also increases from \$3,000 to \$171,759	tion is ccepted l	to approve th by the Task C	ne Ord	Cost Estimate and Work Pder's COTR on 7-31.	lan		
This modification also provious the total obligated amount for TOPO: Nicholas Weekes Max Explication of the CHANGES:  Continued  Except as provided herein, all terms and conditions of the Total NAME AND TITLE OF SIGNER (Type or print)	rom \$3,0 pire Date	00 to \$171,00 e: 03/31/2016	00 . 5	•	ull force	and effect.	
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	10	~ 1	LEGTF SIGNA	16C. DATE SIGN RONIC STURE 08/07/20	

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NAME OF OFFEROR OR CONTRACTOR
SRA International, Inc.

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	Action				
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PAGE OF 3

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	Amount: \$124,450.00				
	Percent: 72.45617	1			
	Subject To Funding: N				
	Payment Address:				
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	US Environmental Protection Agency				•
	RTP-Finance Center (D143-02)				
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	Durham NC 27711				
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	1200 Pennsylvania Avenue, N. W.				
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	109 TW Alexander Drive				
	Durham NC 27711				
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AMENDMENT OF SOLICITATION/MODIFICA	ATION OF CON	ITRACT		CONTRACT ID CODE	PAGE 1	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DA	ATE	4. REQ	JISITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
002	02/05/201	.6				
6. ISSUED BY CODE	HPOD		7. ADM	INISTERED BY (If other than Item 6)	CODE	
HPOD US Environmental Protection Headquarters Procurement Ope Ariel Rios Building 1200 Pennsylvania Avenue, NW	rations					
Washington DC 20460		20.11	- Ioa	AMENDMENT OF COLUMN TOWN		
8. NAME AND ADDRESS OF CONTRACTOR (No., street SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033	, county, State and ZIF	-	98. × 10A × EP	AMENDMENT OF SOLICITATION NO.  DATED (SEE ITEM 11)  MODIFICATION OF CONTRACT/ORDER $-W-14-020$ 14  DATED (SEE ITEM 13)	R NO.	
CODE 007770608	FACILITY CODE		ļ	7/17/2014		
097779698		ONLY ADDITION A		ENTS OF SOLICITATIONS		· · · · · · · · · · · · · · · · · · ·
CHECK ONE  A. THIS CHANGE ORDER IS ISSUED FORDER NO. IN ITEM 10A.	OFFERS PRIOR TO re already submitted is received prior to uired)  ODIFICATION OF C  PURSUANT TO: (S)	THE HOUR AND DA' I, such change may be the opening hour and of CONTRACTS/ORDERS Decify authority) THE O	TE SPE made I date spe	CIFIED MAY RESULT IN REJECTION OF by telegram or letter, provided each telegral cified.  DIFIES THE CONTRACT/ORDER NO. AS  ES SET FORTH IN ITEM 14 ARE MADE IN	YOUR OFFER If m or letter makes  DESCRIBED IN IT	EM 14.
X  C. THIS SUPPLEMENTAL AGREEMEN  D. OTHER (Specify type of modification	T IS ENTERED INT			IINISTRATIVE CHANGES (such as chang OF FAR 43.103(b). Y OF:		
E. IMPORTANT: Contractor 🗵 is not.	is required to s	sign this document and	return	copies to the iss	uing office.	
14 DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: 097779698  The purpose of this modifica	tion is to	o name Terry				
TOCOR: Terry Fenton Max Expi LIST OF CHANGES: Reason for Modification : Ot Total Amount for this Modifi	her Admin	istrative Ad	ctio	n		
New Total Amount for this Ve	rsion: \$0	.00				
New Total Amount for this Aw	ard: \$171	,759.00				
Contracting Officer Represen	tative cha	anged				
from Nicholas Weekes						
Continued						
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	ne document refere	nced in Item 9 A or 10/	16A.	NAME AND TITLE OF CONTRACTING OF		
15B. CONTRACTOR/OFFEROR	{1	5C. DATE SIGNED	1	rice L. Cunningham  UNITED STATES OF AMERICA		16C. DATE SIGNED
(Signature of person authorized to sign)				(Signature of Contracting Officer)	ELECTRONIC SIGNATURE	02/05/2016
(Organization person authorized to sign)					STANDARD FO	RM 30 (REV. 10-83)

	REFERENCE NO. OF DOCUMENT BEING CONTINUED	
CONTINUATION SHEET	EP-W-14-020/0014/002	

PAGE OF 2

NAME OF OFFEROR OR CONTRACTOR SRA International, Inc.

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	to Terry Fenton	1		-	
	TOCOR (Task Order Contracting Officer's		H		
	Representative) changed to : Terry Fenton		H		
	De amaria de la compansión de la compans				
	Payment:				
	RTP Finance Center US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive		1		
	Durham NC 27711				
	Period of Performance: 07/17/2014 to 03/31/2016				
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AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REC	UUSITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
003	03/14/2016				
6. ISSUED BY CODE	HPOD	7. AD	MINISTERED BY (If other than Item 6)	CODE	
HPOD US Environmental Protection Headquarters Procurement Operariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460	Agency			<u> </u>	
8. NAME AND ADDRESS OF CONTRACTOR (No., street	munty State and 7ID Code)	lo <sub>A</sub>	. AMENDMENT OF SOLICITATION NO.		
8. NAME AND ADDRESS OF CONTRACTOR (No. street SRA International, Inc. Attn: NA 4300 FAIR LAKES COURT Fairfax VA 22033	county, State and ZIP Code)	x 10 0	. DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER P $-W-14-020$ D14 B. DATED (SEE ITEM 13)	l NO.	
CODE 097779698	FACILITY CODE	·   c	7/17/2014		
	11. THIS ITEM ONLY APPL	LIES TO AMEND	MENTS OF SOLICITATIONS		
Items 8 and 15, and returning co separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and	to the solicitation and amendmo DFFERS PRIOR TO THE HOUF r already submitted, such chan	ent numbers. FAR AND DATE SPI ge may be made	ECIFIED MAY RESULT IN REJECTION OF Y by telegram or letter, provided each telegran	TO BE RECEIVED YOUR OFFER IF	AT
12. ACCOUNTING AND APPROPRIATION DATA (If req					
See Schedule			ODIFIES THE CONTRACT/ORDER NO. AS I		
	CT/ORDER IS MODIFIED TO RI	EFLECT THE AD THE AUTHORITY	SES SET FORTH IN ITEM 14 ARE MADE IN MINISTRATIVE CHANGES (such as change OF FAR 43.103(b).		
D. OTHER (Specify type of modification	and authority)				
X FAR 52.217-8					
E. IMPORTANT: Contractor X is not.	is required to sign this docu	ment and return	copies to the issu	uing office.	: - ··· ·
14.DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: 097779698 The purpose of this modifica Fenton as the Alternate Task	tion is to name				and Terry
This modification also extenthe Government to allow the statement of work.  TOCOR: Andrew Prugar Max ExpLIST OF CHANGES: Reason for Modification: Ot Period Of Performance End Da Continued	contractor more ire Date: 10/31/ her Administrati	time to /2016 ive Actic	complete the work as c		
Except as provided herein, all terms and conditions of the	e document referenced in Item	9 A or 10A, as h	eretofore changed, remains unchanged and	in full force and el	fect.
15A. NAME AND TITLE OF SIGNER (Type or print)			NAME AND TITLE OF CONTRACTING OF trice L. Cunningham	FICER (Type or p	rint)
15B. CONTRACTOR/OFFEROR	15C. DATE SI	GNED 16B.	UNITED STATES OF AMERICA	ELECTRONIC SIGNATURE	16C. DATE SIGNED 03/14/2016
(Signature of person authorized to sign)			(Signature of Contracting Officer)		03/14/2010

CONTINUIATION CUEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
CONTINUATION SHEET	EP-W-14-020/0014/003	2	2

NAME OF OFFEROR OR CONTRACTOR SRA International, Inc.

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Contracting Officer Representative changed				
	from Terry Fenton			,	
	to				
	TOCOR (Task Order Contracting Officer's				
	Representative) changed to : Andrew Prugar				
	Alternate COR/Project Officer changed to:				
	Terry Fenton				•
	Maximum Potential Expiration Date changed to: 10/31/2016				a.
1	10/31/2010				
l E	Payment:				•
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02 109 TW Alexander Drive				
	Durham NC 27711				
l F	Period of Performance: 07/17/2014 to 10/31/2016				,
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AMENDME	NT OF SOLICITATION/MODIFICA	ATION OF CO	NTRACT		1. CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDME	NT/MODIFICATION NO.	3. EFFECTIVE I	DATE	4. REC	UISITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
004		10/31/20	16				
6. ISSUED BY	CODE	HPOD		7. ADI	MINISTERED BY (If other than Item 6)	CODE	·
Headqua Ariel R 1200 Pe	ronmental Protection rters Procurement Ope ios Building nnsylvania Avenue, NW ton DC 20460	rations				<u> </u>	
	ADDRESS OF CONTRACTOR (No., street,	county, State and 2	IP Code)	(x) 9A	AMENDMENT OF SOLICITATION NO.		
SRA INTE Attn: FI 4300 FAI	CRNATIONAL, INC. LORIDA HENDRICKS CR LAKES COURT VA 220334232			9B x 10, E 1	A. MODIFICATION OF CONTRACT/ORDER NO. 14  B. DATED (SEE ITEM 11)	NO.	
CODE 09	7779698	FACILITY CODI	=	١o	7/17/2014		
		11. THIS ITE	M ONLY APPLIES TO A		IENTS OF SOLICITATIONS		
THE PLACE virtue of this reference to	E DESIGNATED FOR THE RECEIPT OF C s amendment you desire to change an offe the solicitation and this amendment, and ITING AND APPROPRIATION DATA (If requ edule	OFFERS PRIOR T r already submitte is received prior to uired)	TO THE HOUR AND DA' ed, such change may be o the opening hour and o	TE SPE made date sp	ALLURE OF YOUR ACKNOWLEDGEMENT TO COME TO MAY RESULT IN REJECTION OF YOU by telegram or letter, provided each telegram ecified.  ODJIFIES THE CONTRACT/ORDER NO. AS DE	OUR OFFER If or letter makes	by
CHECK ONE		CT/ORDER IS MO I IN ITEM 14, PU	DIFIED TO REFLECT T	HE AD	SES SET FORTH IN ITEM 14 ARE MADE IN THE M		
	D. OTHER (Specify type of modification	and authority)					
X	FAR 52.217-8						
E. IMPORTAN 14. DESCRIP DUNS Num	TION OF AMENDMENT/MODIFICATION (		sign this document and F section headings, incl		copies to the issuir		<del></del>
The purp				e pe	riod of performance to	June 30	, 2017 at
LIST OF Reason i Period (	Andrew Prugar Max Exp CHANGES: for Modification : Ot Of Performance End Da Potential Expiration	her Admir te change	nistrative Ac	T-1	6 to 30-JUN-17		
Continue		ie document refer	enced in Item 9 A or 10A	۱, as he	retofore changed, remains unchanged and in	full force and e	fect .
	ND TITLE OF SIGNER (Type or print)			16A.	NAME AND TITLE OF CONTRACTING OFF		
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16B.		LEGTRONIC SIGNATURE	16C. DATE SIGNED 11/01/2016
	(Signature of person authorized to sign)	1		1	(Signature of Contracting Officer)		

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001111111111011011011	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF	
CONTINUATION SHEET	EP-W-14-020/0014/004	2	2	

NAME OF OFFEROR OR CONTRACTOR SRA INTERNATIONAL, INC.

EM NO.	SUPPLIES/SERVICES	QUANTITY	1 1	UNIT PRICE	AMOUNT
A)	(B)	(C)	(D)	(E)	(F)
	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711			į	
	Period of Performance: 07/17/2014 to 06/30/2017				
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AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRAC	Т	CONTRACT ID CODE	PAGE	OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REC	L UISITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
005	11/02/2016				
6. ISSUED BY CODE	HPOD	7. AD	MINISTERED BY (If other than Item 6)	CODE	
HPOD					
US Environmental Protection	Agency	į			
Headquarters Procurement Ope		1	•		
Ariel Rios Building		-			
1200 Pennsylvania Avenue, NV	J				
Washington DC 20460					
8. NAME AND ADDRESS OF CONTRACTOR (No., stree	t, county, State and ZIP Code)	(x) <sup>9A</sup>	AMENDMENT OF SOLICITATION NO.		
		1			
SRA INTERNATIONAL, INC.			DATED (SEE ITEM 11)		
Attn: FLORIDA HENDRICKS			DATED (SEE ITEM TI)		
4300 FAIR LAKES COURT		1.1			
FAIRFAX VA 220334232		x 10	A. MODIFICATION OF CONTRACT/ORDE P-W-14-020	R NO.	
		1 1			
		I I	014		
			B. DATED (SEE ITEM 13)		
CODE 097779698	FACILITY CODE	c	7/17/2014		
	11. THIS ITEM ONLY A	PPLIES TO AMEND	ENTS OF SOLICITATIONS		
☐ The above numbered solicitation is amended as set for	orth in Item 14. The hour an	d date specified for I	eceipt of Offers 🔲 is	extended. 🗌 is n	ot extended.
Offers must acknowledge receipt of this amendment p	prior to the hour and date spe	ecified in the solicitat	on or as amended, by one of the following	methods: (a) By o	ompleting
			ceipt of this amendment on each copy of the		
separate letter or telegram which includes a reference					
THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offer					Бу
reference to the solicitation and this amendment, and	•				
12. ACCOUNTING AND APPROPRIATION DATA (If req	uired)				
See Schedule					
13. THIS ITEM ONLY APPLIES TO N	ODIFICATION OF CONTRAC	CTS/ORDERS. IT M	ODIFIES THE CONTRACT/ORDER NO. AS	DESCRIBED IN IT	EM 14.
	· · ·				<del></del>
A. THIS CHANGE ORDER IS ISSUED	PURSUANT TO: (Specify aut	thority) THE CHANG	GES SET FORTH IN ITEM 14 ARE MADE	IN THE CONTRAC	Τ
01.02.1110.11112.1111					
B. THE ABOVE NUMBERED CONTRA	CT/ORDER IS MODIFIED TO	O THE AUTHORITY	MINISTRATIVE CHANGES (such as chan OF FAR 43.103(b).	ges in paying office	,
X	1101120114,10000001111	O ITIE AOTTION T	O. 174140.100(b).		
C. THIS SUPPLEMENTAL AGREEMEN	T IS ENTERED INTO PURS	UANT TO AUTHOR	TY OF:		
İ					
D. OTHER (Specify type of modification	and authority)				
5 MADORENTA CONTRACTOR VICTOR	is required to sign this d	focument and return	copies to the is	suing office	
E. IMPORTANT: Contractor X is not.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION	(Organized by UCF section I	headings, including :	colicitation/contract subject matter where fe	easible.)	
DUNS Number: 097779698					- 1
The purpose of this modifica	tion is to nam	e Sally Ma	rtiny as the COTR on	this Task	Order.
TOCOR: Sally Martiny Max Exp	ire Date: 06/3	0/2017			
LIST OF CHANGES:					
Reason for Modification : Ot	her Administra	tive Actio	n		
Contracting Officer Represen					
from		-			
to Sally Martiny					
TOCOR (Task Order Contractin	g Officer's Re	presentati	ve) changed to : Sal	ly Martin	Y
Continued					
Except as provided herein, all terms and conditions of t	he document referenced in It	em 9 A or 10A. as h	eretofore changed, remains unchanged an	d in full force and e	flect.
15A. NAME AND TITLE OF SIGNER (Type or print)			NAME AND TITLE OF CONTRACTING O		
The state of the s			•		
		Pa	crice L. Cunningham		
15B. CONTRACTOR/OFFEROR	15C. DATE	SIGNED 16B.	UNITED STATES OF AMERICA		16C. DATE SIGNED
				ELECTRONIC BIGNATURE	11/02/2016
(Signature of person authorized to sign)	<del></del>	-	(Signature of Contracting Officer)		11/02/2016
(Signature or person authorized to sign)			13	STANDARD FO	RM 30 (REV. 10-83)

CONTINUATION CUEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF	
CONTINUATION SHEET	EP-W-14-020/0014/005	2	2	

NAME OF OFFEROR OR CONTRACTOR SRA INTERNATIONAL, INC.

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	. (B)	(C)	(D)	(E)	(F)
	Payment: RTP Finance Center				
	US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02				
	109 TW Alexander Drive Durham NC 27711				
	Period of Performance: 07/17/2014 to 06/30/2017				
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AMENDME	NT OF SOLICITATION/MODIFICA	ATION OF CO	ONTRACT		1. CONTRACT ID CODE	PA	GE OF	PAGES
2. AMENDMEN	IT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. REC	UISITION/PURCHASE REQ. NO.	5. PROJE	ECT NO.	(If applicable)
006		06/30/20	)17					
6. ISSUED BY	CODE	HPOD		7. ADI	MINISTERED BY (If other than Item 6)	CODE		
Headquar Ariel Ri 1200 Per	ronmental Protection rters Procurement Ope ios Building nnsylvania Avenue, NW ton DC 20460	erations				Ĺ		
	ADDRESS OF CONTRACTOR (No., street	, county, State and 2	ZIP Code)	, J9A	AMENDMENT OF SOLICITATION NO.			
SRA INTE Attn: FL 4300 FAI	RNATIONAL, INC. ORIDA HENDRICKS R LAKES COURT VA 220334232	, comy, state and a	i :	9B × 10, E I	DATED (SEE ITEM 11)  A. MODIFICATION OF CONTRACT/ORDER $P=W-1.4-0.20$ 3. DATED (SEE ITEM 13)	NO.		
CODE 09	7779698	FACILITY COD	ε	١o	7/17/2014			
		11. THIS ITE	M ONLY APPLIES TO A		ENTS OF SOLICITATIONS			
Offers must a Items 8 and separate lett THE PLACE virtue of this reference to	15, and returning coper or telegram which includes a reference DESIGNATED FOR THE RECEIPT OF Camendment you desire to change an offethe solicitation and this amendment, and	prior to the hour and pries of the amend to the solicitation OFFERS PRIOR for already submitted is received prior to the prior of the submitted is received prior to the prior of the prior	nd date specified in the sidment; (b) By acknowled in and amendment number TO THE HOUR AND DAred, such change may be	solicitati Iging rec ers. FA TE SPE e made	on or as amended, by one of the following recipt of this amendment on each copy of the NILURE OF YOUR ACKNOWLEDGEMENT COFTED MAY RESULT IN REJECTION OF Your telegram or letter, provided each telegran	offer submitt TO BE RECE OUR OFFER	ed; or (c IVED AT R. If by	) By
	ING AND APPROPRIATION DATA (If requ	uired)				•		
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CHECK ONE		CT/ORDER IS MO	DDIFIED TO REFLECT T	THE AD HORITY	SES SET FORTH IN ITEM 14 ARE MADE IN  MINISTRATIVE CHANGES (such as change OF FAR 43.103(b).  TY OF:			
	D. OTHER (Specify type of modification	and authority)						
X	FAR 52.249-14				1 copies to the issu			
DUNS Num	TION OF AMENDMENT/MODIFICATION aber: 097779698	(Organized by U		luding s		sible.)	31,	2018
at no ad	dditional cost to the	Governme	ent.					
LIST OF Reason f Period (	Sally Martiny Max Exp CHANGES: for Modification : Su Of Performance End Da Potential Expiration	pplementa te change	al Agreement ed from 30-J	UN-1	7 to 31-MAR-18			
Continue								
	vided herein, all terms and conditions of the ND TITLE OF SIGNER (Type or print)	ne document refe	renced in Item 9 A or 10	16A.	eretofore changed, remains unchanged and NAME AND TITLE OF CONTRACTING OF			
					crice L. Cunningham		1.7	
15B. CONTRA	ACTOR/OFFEROR		15C. DATE SIGNED	16B.	UNITED STATES OF AMERICA	ELECTRON	vic	6/30/2017
	(Signature of person authorized to sign)			Ь.	(Signature of Contracting Officer)	STANDARD	EORM	30 (REV. 10-83)

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CONTINUATION SHEET	EP-W-14-020/0014/006	2	2

NAME OF OFFEROR OR CONTRACTOR SRA INTERNATIONAL, INC.

I NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
7)	(B)	(C)	(D)	(E)	(F)
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	Payment:				
	RTP Finance Center				
	US Environmental Protection Agency				
	RTP-Finance Center				
	Mail Drop D143-02				
	109 TW Alexander Drive				
	Durham NC 27711				
	Period of Performance: 07/17/2014 to 03/31/2018				
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			NTRACT	CONTRACT ID CODE		PAGE	OF PAGES
2. AMENDMEN	T/MODIFICATION NO.	3. EFFECTIVE I	DATE 4	4. REQ	JISITION/PURCHASE REQ. NO.	5. PROJECT	NO. (If applicable)
007		03/12/20	18				
6. ISSUED BY	CODE	HPOD		7. ADN	INISTERED BY (If other than Item 6)	CODE	
Headquar Ariel Ri 1200 Pen	onmental Protection ters Procurement Ope os Building nsylvania Avenue, NW on DC 20460	rations					
	····	sounty State and 2	(IR Codo)	loΔ	AMENDMENT OF SOLICITATION NO		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  SRA INTERNATIONAL, INC.  Attn: FLORIDA HENDRICKS  4300 FAIR LAKES COURT  FAIRFAX VA 220334232			· <u> </u>	(x)  9A. AMENDMENT OF SOLICITATION NO.  9B. DATED (SEE ITEM 11)  x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0014 10B. DATED (SEE ITEM 13)			
CODE 097	779698	FACILITY CODE		0	7/17/2014		
		11. THIS ITE	M ONLY APPLIES TO AN	ENDM	ENTS OF SOLICITATIONS		
THE PLACE virtue of this a reference to t 12. ACCOUNTII See Sche	DESIGNATED FOR THE RECEIPT OF Commendment you desire to change an offer the solicitation and this amendment, and NG AND APPROPRIATION DATA (If required to the control of t	OFFERS PRIOR 1 or already submitte is received prior to uired)  ODIFICATION OF  PURSUANT TO: (	TO THE HOUR AND DAT  Ind , such change may be to the opening hour and de  CONTRACTS/ORDERS  Specify authority) THE Contracts	E SPE made I late spe . IT MC	DIFIES THE CONTRACT/ORDER NO. AS	YOUR OFFER If m or letter makes  DESCRIBED IN IT	<b>ЕМ 14</b> .
	appropriation date, etc.) SET FORTH C. THIS SUPPLEMENTAL AGREEMEN				IINISTRATIVE CHANGES (such as chang OF FAR 43.103(b). Y OF:		
	D. OTHER (Specify type of modification	and authority)					
X	FAR 52.217-8						
E. IMPORTANT:			sign this document and				
DUNS Number	ber: 097779698	tion is t	o extend the		ciod of performance to		. 2019 at ,
LIST OF Reason f Period O Maximum Continue	or Modification : Ot f Performance End Da Potential Expiration d	her Admir te change Date cha	nistrative Aced from 31-MA	R-1 06/1	3 to 15-JUN-19	in full force and el	fect
	D TITLE OF SIGNER (Type or print)				NAME AND TITLE OF CONTRACTING OF		
				Pat	rice L. Cunningham		
15B. CONTRAC	CTOR/OFFEROR		15C. DATE SIGNED	ļ	JNITED STATES OF AMERICA	ELECTRONIC SIGNATURE	16C. DATE SIGNED 03/12/2018
	Signature of person authorized to sign)				(Signature of Contracting Officer)		00/12/2010

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CONTINUATION SHEET	EP-W-14-020/0014/007	2	2

NAME OF OFFEROR OR CONTRACTOR SRA INTERNATIONAL, INC.

M NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Type of Bridge Vehicle* (See Help Text for more	i			
	info) changed to : N				
	Payment:	1			
	RTP Finance Center		1		
	US Environmental Protection Agency				
	RTP-Finance Center Mail Drop D143-02				
	109 TW Alexander Drive	1			
	Durham NC 27711				
	Period of Performance: 07/17/2014 to 06/15/2019				
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